SC Architecture Oversight Committee (AOC) Meeting
State Data Center, Room 105
October 22, 2003

AOC Members in Attendance:

Joan Assey	Judicial Department
Gigi Brickle	Legislative Printing
David Foshee	Department of Disabilities and Special Needs
David Elwart	Department of Parks, Recreation and Tourism
Steve Flowers	State Accident Fund
Valerie Goodwin	Commission for the Blind
Pat O'Cain	Comptroller General's Office
Tom Rupsis	State Law Enforcement Division
Khushru Tata	State Board of Technical and Comprehensive Education
Barbara Teusink	Department of Education
Richard Wicker	State Housing, Finance and Development Authority
John Ward	Department of Corrections
Larry Johnson (Chairman)	Division of the State Chief Information Officer
Dale Rice (At Large)	Greenville County Government
Mike Garon (At Large)	Department of Revenue

Call to Order
The meeting was called to order at 2:00 pm.

Establish Quorum
A quorum was established.

Approve Agenda
A motion was made, seconded and passed to accept the proposed agenda for the meeting.

Approve Minutes of Last minute
The Committee was given a few minutes to review the minutes of the last meeting. A motion was then made and passed to accept the minutes as written.

Update on Attendees
Mr. Johnson informed the Committee that Martin Roche had recently left state employment and would no longer be eligible to participate as an At-Large member of the AOC.

Introduction
Mr. Johnson introduced At-Large member Dale Rice of Greenville County government. Mr. Rice was welcomed, and the Committee expressed its appreciation for his willingness to attend the meetings and share his insights and perspective.

New Business

Election of Two New Alternates
Chuck Fallaw reported on the CIO's efforts to obtain candidates for the new alternates needed for the *Conservation, Natural Resources, Development and Transportation* and the *Regulatory* functional groups. He reported that the CIO had sent out e-mails to the agencies in these functional groups asking for nominees and for the names of those people who would eventually vote on the candidates. He received the names of those who would do the voting, but no nominees were proposed. He then made phone calls and obtained the names of two nominees, one for each functional group. The bios for these two were included in the packet of information presented to each AOC member. Mr. Fallaw then ask the Committee if they wanted to proceed with just these two nominees or if they preferred the CIO to contact the agencies again and try to obtain more candidates.
David Elwart suggested that the problem might have been the wording of the e-mail. He said the e-mail did not make it clear that nominees were being solicited.
At this point, Mike Garron asked Mr. Fallaw for a clarification of the entire process. Mr. Fallaw explained how the CIO had solicited names from the agencies in the two functional groups and how the next step would have been to submit the names of the candidates to the persons doing the voting.
Larry Johnson suggested that the CIO once again send out e-mails to the agencies in an attempt to obtain a large slate of candidates and that Mr. Fallaw make sure that the wording in the e-mail is clear.

Presentation: Communications Services Domain Subcommittee
Marion Weaver presented and explained the domain strategy and principles that his Subcommittee had developed. There was no discussion, and a motion was made and passed to accept these items as presented.

Switches and Routers Hardware Discipline
Mr. Weaver then presented his Subcommittee's recommendations regarding standards for switches and routers. The Subcommittee recommended that the state's mainstream platforms should be Cisco, Nortel, and Enterasys, and that 3COM, Avaya and HP should be placed in the containment category. Mr. Weaver explained that state term contracts would be put in place for the mainstream platforms and that a multi-agency contract would be made available for the containment platforms for as long as they had to be supported. He pointed out that the existing state term contract for this type of equipment is due to expire next month and that it would be to the state's advantage to have a new contract in place before then.
Pat O'Cain asked a question about standards. He referred to the first principle which states that the state will select technology that *adheres to widely accepted and recognized standards.* His question was, what standards? Mr. Weaver said that the primary standard in this case was the IETF routing standards.

Mr. O'Cain then asked if cost had been a major factor in chosing these three platforms. Kyle Herron, who is vice chairman of the Communications Services Domain Subcommittee, offered that the decision was based primarily on the best long-term alternative for the state on an enterprise level. The platforms were chosen based upon their reputation in the industry and their future viability. He explained further that there is such a wide variety of products and configurations available from each vendor that it is often difficult to make a meaningful price comparison when choosing a standard for an entire enterprise.

Pat O'Cain asked Mr. Weaver if Total Cost of Ownership (TCO) had been a consideration in selecting these platforms. Kyle Herron responded to Mr. O'Cain by saying that cost alone was not the prime consideration, but that the Subcommittee was looking at the best long-term decision for the state.

The discussion came to an end, and Larry Johnson asked for a motion to approve the standard. A motion was made, seconded and passed, thus implementing the AOC's *first IT standard.*

LAN Topologies Discipline

Mr. Weaver next presented his Subcommittee's recommendations for LAN Topologies**.** There were only two topologies in the baseline – token ring and Ethernet. Since IBM has discontinued support of token ring, it was recommended that this topology be placed in retirement. The second topology, Ethernet, was recommended as the state standard. The Subcommittee proposed 100 mb+ Ethernet. There was no discussion, and a motion was passed to accept this standard.

LAN Wiring Discipline

The last standard to be presented by Mr. Weaver was for LAN Wiring**.** The recommendation was that existing Cat 5e wiring would continue to be supported but that all new wiring must be Cat 6. Categories 3, 4 and 5 would be marked for retirement.

Joan Assey asked how long it would be before there would be a standard for wireless LANS. Mr. Weaver had no estimate for the time frame but said that his Committee would be watching this area of technology closely. A motion was made and passed to accept this standard also.

This concluded the presentation by Mr. Weaver.

Presentation: Computing Services Domain Subcommittee

Mr. Harper's first order of business was to propose that Larry Strock be made a member of the Computing Services Domain Subcommittee. Mr. Strock attended the last meeting of the Subcommittee as an observer and offered a number of valuable suggestions. Mr. Harper stated that Mr. Strock's knowledge of the technology installed in the majority of our state IT installations made him a valuable resource for the Subcommittee. Mr. Strock is with the CIO's office.

Mr. Garon proposed that Mr. Strock be made an alternate to the Subcommittee rather than a member. In this capacity, Mr. Strock could take part in all of the discussions but would not be allowed to vote on any issue. A motion to this effect was made and passed, and Mr. Strock is now an alternate to the Subcommittee.

Mr. Harper then began his presentation by reviewing the disciplines in the domain. He indicated that one change was requested for the Web Commerce discipline and explained that this would be dealt with as a cooperate effort by his Subcommittee and the Enterprise Applications Domain Subcommittee. To this, Barbara Teusink asked who would be the watchdog over the discipline as a whole. Larry Johnson responded by saying that the two Subcommittees would work closely together and would submit their decisions on this discipline jointly.

Mr. Harper then moved on to the domain strategy. There was no discussion.
When he next reviewed the principles, Mike Garon offered a comment. The second principle states that *Integration and interoperation will be considered, where appropriate.* Mr. Garon said that the whole purpose of standard is to effect *integration and interoperation* and that these elements should be ranked higher than a 'consideration.' Larry Johnson proposed that the principle be rewritten to say, *Integration and interoperation will be prime considerations, where appropriate.*
John Ward had a question about the 6th principle which states, *We will choose products from vendors that demonstrate good/excellent support and are judged to be viable for the future.* His question was, what about Open-Source Solutions? Does this standard close the door to them? Larry Johnson suggested that the word *vendors* be changed to *sources.*

Larry Johnson then asked for a motion to accept the items with the two changes discussed. A motion was made, seconded and passed.

This concluded Mr. Harper's presentation.

Presentation: Security Domain Subcommittee
Mr. Jim MacDougall presented his domain's disciplines and explained the degree to which his Subcommittee had reorganized them. He then moved on to a review of his domain strategy and principles.
Tom Rupsis suggested that the state might wish to implement a statewide security policy. Mr. MacDougall agreed and told them that most of the states around South Carolina had already implemented such a policy. Larry Johnson asked for comments on the concept. Mike Garon said that it was an acceptable idea on the state level, but it should be kept in mind that many agencies had security policies of their own. Mr. Johnson stated that the state-level policy would be a minimum, to which the agencies could add more stringent policies of their own. He added that any policy drawn up should state this clearly. Joan Assey approved of the idea and suggested that it might help the counties to include them under the same umbrella. Pat O'Cain raised the question as to how such a policy would be enforced. Mr. Johnson said the state would have to rely primarily on self-enforcement.
Both Mike Garon and David Elwart questioned one of the principles calling for the establishment of business continuity plans, saying this was an agency responsibility. Larry Johnson clarified by saying that the intent was to encourage the establishment of such plans but not to develop them. He agreed that was an agency's job. Mr. Garon proposed that the principle be reworded to say that its purpose was to *promote* business continuity plans.
Mr. Johnson asked for a motion to accept the items with Mr. Garon's proposed change. A motion was made and passed.

As a last order of business, Chuck Fallaw told the Committee that the last two domains would be analyzed on October 29 and 30, and that additional fast track disciplines would be presented at the November AOC meeting.

Adjournment: 3:15